

**COUNTY OF SAN DIEGO
HEALTH AND HUMAN SERVICES AGENCY
COMMUNITY ACTION BOARD (CAB)
1255 Imperial Avenue, Room 750
San Diego, CA 92101
Phone: (619) 338-2799; Fax: (619) 338-2778
CAB MEETING MINUTES: July 11, 2013**

CALL TO ORDER

CAB Chair Jasmin Kirkland called the meeting to order at 2:35 p.m.

ROLL CALL

- Present: Awichu Akwanya; Denise Reed; Jasmin Kirkland; Jeannine Nash; Ann Durham; Margie de Ruyter; Rebecca Baez; Paul Moose; Monique Fernandez
- Excused: Mark Nanzer; Keith Stevenson; Marcia Washington; Adriana Paulson; Ana Briones-Espinoza; Madeleine Baudoin; Nelson Leone
- Absent:
- Staff: Maggie Lujan; Juana Duenas; Dale Fleming; Luke De Smet

ACCEPTANCE OF AGENDA

- Ann Durham motioned to accept the agenda. Rebecca Baez seconded the motion. The motion was carried.

APPROVAL OF July 11, 2013 MINUTES

- Rebecca Baez motioned to approve the June 13, 2013 minutes. Ann Durham seconded the motion. The motion was carried.

ACTION ITEM: CAB EXECUTIVE ELECTION NOMINATIONS

CAB Chair Jasmin Kirkland explained the expectations of the incoming CAB executive team and opened the floor to discussion regarding potential nominations.

Ann Durham motioned to approve the following executive team

Chair

Jasmin Kirkland

Vice Chair

Rebecca Baez

Secretary

Denise Reed

Ann Durham motioned to approve the executive team as listed for the one-year term beginning in August 2013. Awichu Akwanya sectioned the motion. The motion passed with Monique Fernandez abstaining.

VACANCY ROSTER AND OUTREACH UPDATE

- Monique Fernandez attended her first meeting as the Public Sector representative for District 2.
- CAP staff will be working in the coming months to reappoint any CAB members whose terms have expired but wish to continue serving on the board.

CAP PROGRAM DIRECTOR'S REPORT – Maggie Lujan

The San Diego Board of Supervisors have approved the 2014 – 2015 CAP Plan, and have also approved the Refugee Employment Services Plan for three years.

CAP staff have attended a number of regional forums regarding the County's Juvenile Diversion programs. The County of San Diego administers three Juvenile Diversion programs, one of which is a CAP program, and the Board of Supervisors have called for an assessment to identify any gaps or redundancies in these services, and to develop strategies to better streamline the services.

CAB CHAIR'S REPORT – JASMIN KIRKLAND

Jasmin Kirkland expressed her desire for CAB members to offer individual regional reports during the board discussion section of each meeting. Ms. Kirkland informed CAB that she will be working with CAP staff to offer all board members advisory board training by the 2013 CAB Board Retreat. Scheduling a date and time for the retreat will be an action item during the August 2013 meeting.

BOARD DISCUSSION

- Monique Fernandez introduced herself as the newly-appointed Public Sector CAB member for District 2.
- CAB discussed possible date and time changes to the monthly CAB meetings that would best facilitate members' schedules. A proposal to move the meeting from 2:30 p.m. to 3:00 p.m. on the second Thursday of each month will go to CAB as an action item during the August 2013 meeting.
- Denise Reed notified CAB that Palavra Tree, Inc. currently has a job opening for a substance abuse counselor.

ADJOURNMENT

CAB Chair Jasmin Kirkland adjourned the meeting at 4:03 p.m.

MINUTES APPROVED BY: Jasmin Kirkland (Chair)

Signature

Date

NEXT MEETINGS.

- August 8, 2013, 2:30 p.m.
- September 12, 2013
- October 10, 2013